

Documenting the Associated Historic Properties

When surveyors complete the fieldwork portion of the project, information must be compiled and submitted to the NPS study team for inclusion in the determination of preservation alternatives and in production of the final report to Congress. The various forms of documentation through archival research, on site observations, photographs, and spatial locations each require different treatment in the submission process, similar to the conclusion of any reconnaissance level survey project. Most historic preservationists should be familiar with the documentation needed for a survey project report, however the Revolutionary War/War of 1812 project requires a significant amount of data to be returned. The following is a brief summary of the information surveyors must submit to the NPS study team at the conclusion of the fieldwork portion of the project. For additional information on what should be included on the final submission of materials to the NPS study team, refer to the, "Submit Documentation," section of the battlefield survey manual.

Archival Research Portion of the Project

1. Researchers should compile a complete bibliography of all primary and secondary sources used in the archival research stage of the project. One bibliography should be submitted for each associated historic property involved in the field survey. Researchers may submit one bibliography for historic districts, although entries should be annotated to indicate a reference to an individual contributing resource, as opposed to the district as a whole.
2. Researchers should compile a complete list of people and organizations contacted for information about associated historic properties during the archival research stage of the project. One list of contacts should be submitted for each associated historic property involved in the field survey. Researchers may submit one contact list for historic districts, although entries should be annotated if they refer to specific resources within the district.
3. Researchers should complete an "ABPP Sources List" sheet providing a brief description of the sources and references used in relation to each associated historic property, similar to the battlefield survey methodology. One sources list should be submitted for each associated historic property, or historic district, involved in the field survey. See the, "Research Bibliography and Sources List," section of the battlefield survey manual for additional information.
4. Researchers should complete a chain of title for each associated historic property surveyed as part of the fieldwork portion of this project. A chain of title will be necessary to fully research each property and confirm its association with the Revolutionary War or the War of 1812. Surveyors may fill out a chain of title on the forms provided in the appendix of this manual. If complete and reliable title information already exists for a target resource, surveyors may submit this research, rather than create a new chain of title.
5. Researchers should compile a brief statement of significance, summarizing the history of each associated historic property, its role in relation to either the Revolutionary War or the War of 1812, and the significance of the property. Surveyors should focus primarily on the

time period in question, but also provide evidence supporting the integrity of each property. One statement of significance should be submitted for each associated historic property involved in the field survey. Similarly, one context statement should be submitted for each historic district describing the inter-relationship of the contributing resources to each other, and the role the district played in either war.

Fieldwork Portion of the Project

6. Researchers should complete a digital survey form for each associated historic property surveyed as part of the fieldwork portion of this project, including contributing resources within districts and archaeological or shipwreck sites. The NPS study team recognizes that surveyors may prefer to print out paper versions of the associated historic property survey form for use in the field. Paper versions and other fieldnotes need not be submitted to the NPS study team, unless specifically requested for clarification or other purposes. Researchers should transfer their paper versions of the survey forms into the digital version for submission however. Included with the survey form should be all information gathered regarding condition, integrity, and potential threats for each resource.
7. Researchers should provide one copy of each black and white or color slide photograph taken for each associated historic property. Each photograph should be labeled with the state, county, name of the resource (as referred on the corresponding survey form) and an ID number linking the photo to the corresponding photo log entry. All negatives for print film should also be submitted with the photographs.
8. Researchers should complete an, "ABPP Photo Log Form," providing the roll number, exposure number, a brief description of the subject, and a direction from which the photo was taken. One photo log form should be completed for each associated historic property, or historic district, surveyed as part of this project. See the, "Take Photographs," section of the battlefield survey manual for additional information.
9. Researchers should submit a sketch map with each digital survey form, for each associated historic property site, including outbuildings and orientation to major roads. Surveyors should also indicate the location from which photographs were taken on the sketch map, labeling each location with the corresponding ID number from the Photo Log Form. One sketch map should accompany each associated historic property survey form. For specific property types where sketch maps will be impossible to acquire, such as shipwreck sites, surveyors may omit the maps from their submissions.
10. Researchers should provide paper USGS quadrangle maps labeled with the associated historic properties surveyed as part of the fieldwork portion of this project. Each property should be indicated by a dot and labeled with the appropriate property name, corresponding to the survey form. For properties exceeding 10 acres, property boundaries should also be drawn on the USGS quadrangle maps. Historic district boundaries should also be indicated on paper USGS quadrangle maps, along with the contributing resources within them. Conjectural locations for shipwrecks may also be indicated on quadrangles.

11. Researchers should submit raw, as well as corrected and edited GPS data files containing the point locations of each associated historic property, along with all attribute data. Surveyors will learn how to correct and edit this data, as well as transfer the final product to the NPS study team during the Revolutionary War/War of 1812 fieldschool. For other property types, such as fortifications or transportation resources, surveyors may have additional locational information collected with GPS that should be submitted. For properties, such as shipwrecks and selected archaeological sites, GPS data will not be required.
12. Researchers should submit the ArcView shapefiles containing digitized potential National Register boundaries for each associated historic property, along with all attribute data. Surveyors will learn how to digitize boundaries, as well as transfer the final product to the NPS study team during the Revolutionary War/War of 1812 fieldschool. For properties which lack sufficient integrity, or for inaccessible properties where surveyors were unable to establish site integrity (such as shipwrecks), National Register boundaries may be omitted from the submitted materials.

Revolutionary War/War of 1812 Historic Preservation Study Associated Historic Property Deliverable Checklist

Archival Research Portion

Surveyors should submit the following for EACH associated historic property

- ☐ 1. Bibliography of all primary and secondary sources for each property or district
- ☐ 2. List of contacts for each property and district, including addresses and phone numbers
- ☐ 3. Completed ABPP Sources List for each property or district
- ☐ 4. Completed chain of title, or other list of references of primary source documentation, confirming the resource age and location for each property
- ☐ 5. Statement of significance confirming the resources' or districts' association with either the Revolutionary War or the War of 1812

Fieldwork Portion

Surveyors should submit the following for EACH associated historic property

- ☐ 6. Completed digital survey form for each property or district, including contributing resources within districts
- ☐ 7. One copy of each black and white or color slide photograph taken, labeled and accompanied by the negatives
- ☐ 8. Completed ABPP Photo Log form for each property or district
- ☐ 9. Sketch map of each property and district with photo locations labeled
- ☐ 10. Paper USGS quadrangle map labeled with the property boundary or district boundary and contributing resource locations
- ☐ 11. Corrected/edited GPS data files and raw GPS data files containing locational and attribute information
- ☐ 12. ArcView shapefiles containing digitized potential National Register boundaries